

ATTACHMENT A
FY 2015-16 ANNUAL PHA and 5-YEAR PLAN
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
(MSHDA) (MI-901)

6.0 PHA PLAN UPDATE

The Michigan State Housing Development Authority (MSHDA) will continue to administer the Housing Choice Voucher (HCV) program to low, very low, and extremely low income residents of the State of Michigan. Within its HCV program, MSHDA also has a Section 8 Homeownership Program, encourages participation in the Family Self-Sufficiency Program, will continue to participate in the Veterans Administration Supportive Housing (VASH) Program, the Mod Rehabilitation/SRO Program, Mainstream 1 (Non-Elderly Disabled) Program, Mainstream 5 Program, and Project-Based Voucher Program.

List of Supporting Documents

Copies of the 5-Year and Annual PHA Plans and the following list of supporting documents are available for review by the general public at the Michigan State Housing Development Authority (MSHDA) main office located at 735 East Michigan Avenue, Lansing, Michigan 48912 or at its Detroit, Michigan office located at 3028 West Grand Boulevard, Suite 4-600, Detroit, Michigan 48202. The 5-Year and Annual PHA Plan is also posted on the MSHDA web site which can be accessed at www.michigan.gov/MSHDA under Regulated Plans.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;	5-Year and Annual Plans
X	Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5-Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the PHA's jurisdiction(s) and any additional backup data to support statement of housing needs for families on the PHA's Section 8 tenant-based waiting lists.	5-Year and Annual Plan: Housing Needs
X	Deconcentration Income Analysis	5-Year and Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Section 8 Administrative Plan	5-Year and Annual Plan
X	Section 8 rent determination (payment standard) policies and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	5-Year and Annual Plan: Rent Determination
X	Results of latest Section 8 Management Assessment System (SEMAP)	5-Yr and Annual Plan: Management and Operations
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	5-Yr and Annual Plan
X	Policies governing any Section 8 Homeownership program (Section 8 Administrative Plan)	5-Yr and Annual Plan: Homeownership
X	FSS Action Plan(s) for public housing and/or Section 8.	5-Yr and Annual Plan: Community Service and Self-Sufficiency
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit

PHA Plan Elements

1. Eligibility, Selection and Admissions Policies including Deconcentration and Wait List Procedures

Eligibility:

MSHDA verifies eligibility for the Housing Choice Voucher program by requiring proof of social security number, proof of birth, and income using third party verification. Criminal screening for criminal and drug-related activity as required by regulation is conducted using the Michigan Department of State Police (MSP) Internet Criminal History Access Tool (ICHAT), the MSP Sex Offender Registry (SOR), the Michigan Department of Corrections Offender Tracking Information System (OTIS), and the Dru Sjodin National Sex Offender website.

Admission Policies:

Upon approval of this PHA Plan, MSHDA will continue to utilize the homeless preference for awarding vouchers within its Housing Choice Voucher allocation. The homeless preference allocation will be available in all 83 counties. Pulls will be made from the appropriate county waiting list based on the vacancy in that county. MSHDA has established the following order of preferences for admission in the order below:

1. Homeless persons who reside or work in the county
2. Applicants who reside or work in the county who are not homeless

The homeless preference eligibility will be verified at the time of placement on the waiting list and periodically while applicant's name is on the waiting list. Residency will be verified before receiving assistance.

Project-Based Vouchers and special programs will continue to have separate waiting lists; e.g. Non-Elderly Disabled (NED) (formerly Mainstream 1); Mainstream 5, and Moving-Up Pilot Program.

Project-Based Voucher Program (PBV) Preferences:

Admission preferences for project-based vouchers are homeless, chronically homeless, homeless youth, domestic violence survivors, and special needs. All have equal weight for waiting list pull but the admission preference for the development is based on the target population served. For certain PBV properties where supportive housing program funding requires a certain number of units to be occupied with a specific targeted population (i.e. chronic homeless), MSHDA will pull applicants from the PBV waiting list established for the property based on that targeted population to meet the funding requirements.

Special Program Preferences

Special Program preferences will be given to the Veterans Administration Supportive Housing (VASH) Program where vouchers are awarded in partnership with VA Detroit Medical Center, Aleda E. Lutz VA Medical Center in Saginaw, and Oscar G. Johnson VA Medical Center in Iron Mountain in accordance with program guidelines.

Admission preference for special programs such as VASH and Non-Elderly Disabled (NED) will be determined by the requirements of the special program.

Waiting List Procedures:

Separate waiting lists are established for all 83 Michigan counties for Housing Choice Vouchers. During FY 2012-13 a new on-line application process was implemented in all counties for applicants. MSHDA is using computer-generated lottery method waiting lists in large metropolitan counties and waiting lists that were generated by date and time of application in smaller counties for applicants who are not eligible for the homeless preference.

There are separate waiting lists for each Project-Based Voucher development in the counties where those vouchers are assigned. Project-Based Voucher waiting lists are continually open.

VASH vouchers are awarded to households following HUD regulations and are considered a special admission based on a referral from the assigned Veterans Administration/Medical Center. Therefore, names on the waiting list for VASH vouchers are determined and managed by the Veterans Administration through its case managers assigned to Detroit Medical Center, the Aleda E. Lutz VA Medical Center in Saginaw, Oscar G. Johnson Medical Center in Iron Mountain, or other specified Veteran Administration Medical Centers through which VASH vouchers are assigned to MSHDA.

Mainstream 1 (now called Non-Elderly Disabled or NED) and Mainstream 5 (MS5) voucher applicant referrals are made only for the counties assigned these vouchers (NED - Allegan, Kalamazoo, Oakland) (MS5 – Macomb and Oakland). NED and MS5 voucher waiting lists are continually open. The Moving Up Pilot Program will have its own waiting list populated by the City of Detroit Continuum of Care Permanent Supportive Housing providers.

Applicants may be on more than one waiting list within a single county; i.e., waiting list for HCV and a specific project-based voucher development.

As MSHDA has no public housing, there are no public housing site-based waiting lists.

All non-residents that apply to a waiting list will be required to establish residency in that county upon their name being drawn from the waiting list and will have to retain residency in that county for 12 months before they can exercise their portability rights.

Income Targeting:

MSHDA exceeds the federal income targeting requirements by establishing the following: 85% of new admissions must have annual adjusted incomes at or below 30% Area Median Income (AMI) and up to

15% of new admissions may have annual adjusted incomes at or below 50% of AMI.

Deconcentration:

There are no public housing developments covered by the deconcentration rule in the MSHDA Housing Choice Voucher program.

2. Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2015 grants)		
a) Public Housing Operating Fund	Not applicable	
b) Public Housing Capital Fund	Not applicable	
c) HOPE VI Revitalization	Not applicable	
d) HOPE VI Demolition	Not applicable	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$155,000,000	Section 8 Eligible expenses
f) Resident Opportunity & Self-Sufficiency Grants	Not applicable	
g) Community Development Block Grant (CDBG)	Not applicable	
h) HOME	Not applicable	
Other Federal Grants (list below)		
FSS Program	\$ 1,000,000	FSS Program
2. Prior Year Federal Grants (unobligated funds only) (list below)	None	
3. Public Housing Dwelling Rental Income	Not applicable	
4. Other income (list below)	None	
5. Non-federal sources (list below)	None	
Total resources	\$156,000,000	

3) Rent Determinations

Effective August 1, 2011, MSHDA changed the Minimum Total Tenant Payment (TTP) to \$50. It will remain the same for FY 2015-16. If the future MSHDA HCV Budget is significantly increased, the minimum TTP amount may be adjusted downward.

Payment standards have been established at above 90% but at or below 110% of Fair Market Rent (FMR). MSHDA is maintaining its payment standards at 110% of FMR for fiscal year 2014-15 but will conduct an annual review to determine FY 2015-16 levels.

Current payment standards are evaluated when HUD releases the annual FMR's in October of each year. A determination will be made by the PHA at that time if an adjustment to the current payment standard level needs to be made prior to approval of the next PHA Plan submission; however, the payment standards would remain between 90% and 110% of FMR.

4) Operation and Management

The PHA does not operate public housing; therefore, this section is not applicable.

5) Grievance Procedures

The PHA does not operate public housing; therefore, there is no grievance procedure for public housing residents to follow.

Informal Reviews are provided for applicants to the HCV program who are denied assistance if the applicant requests such a Review in writing within fifteen days from the date of the denial of assistance. The Review is performed by a staff person at the MSHDA Resource Specialist level or above who did not make or approve the decision under review. An informal hearing would be provided to an applicant who was denied assistance due to citizenship or eligible immigrant status.

Informal Hearings are provided to participants who are eligible for a hearing if a written request is received within fifteen days from the date of the notice of termination or other action. Informal Hearings are conducted by Administrative Law Judges as assigned through the Michigan Administrative Hearing System (MAHS).

If an applicant is denied assistance or a participant is terminated from the program due to their criminal history, a copy of the criminal history is provided to the individual.

6) Designated Housing for Elderly and Disabled Families

The PHA does not operate public housing; therefore, this section is not applicable as the PHA has no designated public housing for elderly and disabled families.

7) Community Service and Self-Sufficiency

The PHA does not operate public housing; therefore, this section is not applicable in terms of having public housing residents perform community service.

The PHA has administered an economic Family Self-Sufficiency (FSS) Program based on the annual FSS funding received from HUD since 1998. The FSS funding is distributed throughout Michigan's 83 counties. Distribution of the FSS slots are based on FSS Resource Coordinator capacity in the 83 counties, the HCV Rental Assistance allocations, need, and service availability. MSHDA partners with state agencies, schools, businesses, non-profit organizations, local units of government, local human service agencies, and other local partners to develop a comprehensive program that gives participating FSS family members the education, skills and experience needed to enable them to obtain and maintain suitable employment. Goal-setting and service delivery are coordinated through a contracted case manager referred to as the FSS Resource Coordinator. Educational topics available to FSS participants include: money management skills, credit building, debt reduction and saving, banking basics, long-term planning, and homeownership counseling. At this time, the PHA has 1,250 FSS slots with 931 currently enrolled. Since the program's inception, 2,777 families have graduated successfully from the program and received escrow monies saved during their time of participation; 316 have gone on to homeownership.

8) Safety and Crime Prevention

The PHA does not operate public housing; therefore, this section is not applicable as the PHA does not need a plan for safety and crime prevention for public housing residents.

9) Pets – Not applicable

The PHA does not operate public housing; therefore, the PHA does not have a policy pertaining to pet ownership in public housing.

10) Civil Rights Certification

Fair Housing activities already in place include written policy, education and training of staff and grantees, distribution of literature, and public speaking presentations at conferences and meetings. Actions taken

by MSHDA and grantees are reported in the Consolidated Plan and Annual Plan.

11) Fiscal Year Audit

MSHDA is audited by Plante & Moran, PLLC, which is a private Certified Public Accounting firm under contract with the Auditor General of the State of Michigan. The latest MSHDA audited financial report is for the twelve months ended June 30, 2013. There were no findings in the audit related to the Housing Choice Voucher Program. This report is available for inspection at MSHDA's office at 735 E. Michigan Avenue, Lansing, MI 48909.

12) Asset Management

The PHA does not operate public housing; therefore, this section is not applicable.

13) Implementation of the Violence Against Women Act (VAWA) of 2013

The MSHDA Office of Rental Assistance and Homeless Solutions (RAHS) is committed to the implementation of the VAWA of 2013. MSHDA will continue to undertake actions to meet this requirement in the administration of the Housing Choice Voucher (HCV) Program.

MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts and others known to them through the Family Self-Sufficiency Program to assist survivors of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them. Many of the agencies participating in the Continuum of Care groups provide temporary housing/shelter to survivors of domestic violence and their children. MSHDA staff and Housing Agents work with the partnering Continuum of Care service agencies and partnering Housing Assessment and Resource Agencies (HARAs) to make sure the family is able to maintain their housing assistance.

Further, the following steps for compliance have been implemented:

- A. Staff was initially informed of this legislation and the necessary requirements in 2006 and since that time, additional information has been provided to staff when required during monthly staff meetings.
- B. Information on this legislation has been provided to contract Housing Agents during annual informational meetings.
- C. All new admissions to the MSHDA HCV Program are being notified of their rights under VAWA during their initial briefing.
- D. Information about the VAWA of 2013 and a copy of the Certification of Domestic Violence, Dating Violence or Stalking (HUD 50065) is provided to each new family at the initial briefing.
- E. All participants of the HCV Program are being notified of their rights under VAWA by inclusion of information with their annual recertification paperwork and at time of termination.
- F. MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts to assist survivors of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them.
- G. Many of the agencies participating in the Continuum of Care bodies attended by our contracted Housing Agents provide temporary housing/shelter to survivors of domestic violence and their children.
- H. MSHDA contracted Housing Agents also partner with members of Homeless Assessment and Resource Agencies (HARA) Community Teams to find resources for domestic violence survivors and their children.